APPLICANT NOTICE

Applicants requesting employment with the Columbia County Sheriff's Office must provide copies of the below listed documents when submitting an application:

Driver's License
Full body length photograph of frontal and side profile in business casual
Social Security Card
Birth Certificate
High School / College Diploma
DD214 (if prior military)

Please provide phone numbers for personal references and insure that present / past employer information is current. Please **do not** provide pager numbers.

Failure to comply with above requests will result in rejection of your application. Thank you for your interest.

The elements of the selection process are as follows: Interview, Administrative Review, Qualifications (if appropriate), and psychological/medical/drug screens. Additional information about the process may be found on the Sheriff's Office website at www.columbiacountyso.org under the Jobs tab.

Reapplication –   9-1-1 applicants who fail the multitasking data entry test may test again in 30 days, if no other disqualifying aspects exist. Rejected applicants may reapply for consideration in six months; however, those applicants who are disqualified for reasons which assure another rejection shall not be reconsidered.

Duration of the Selection Process – Completion of the recruitment and selection process can take from 30 to 120 days. Applicants found eligible, but not immediately selected, may be contacted for subsequent placement. Reapplication shall be required if the applicant is not selected within one year.